

**MONTHLY REPORT FOR THE CARTOGRAPHY DIVISION**

Month of June 1958

**A. Summary of Cartographic Production and Accomplishments**

1. During June the Cartography Division accepted requests for 145 maps and charts, 131 for CIA and 14 for the Department of State. Of the Agency requests 78 were by ORR, 17 by OSI, 6 as CIA contributions to WFO, 3 by ONE, 19 by OGI, 1 by DD/S, and 7 by DD/P.

2. During the month the Division completed 134 maps and charts, of which 127 were for the Agency and 7 for the Department of State.

3. The NIS Map Coordinator received 25 map requests during the month; 12 maps for final printing and 13 maps for color proofing. A total of 3 jobs were sent to reproduction, 6 final maps and 2 for color proofing. Receipts from Reproduction totalled 56 maps, 37 finals and 19 color proofs. Eighteen maps remained for processing at the end of the month; 7 final maps and 11 for color proof.

4. The total number of maps and charts in the Division at the end of June was 489, distributed among the Branches as follows:

USSR and Satellites	101
Far East and Western Hemisphere	95
Europe - Africa	56
Special Support	54
Development & Construction (Exclusive of Drafting Sec.)	183

489

This total compares favorably with that of 486 for the previous month.

**B. Administrative Problems and Other Activities**

1. The overload of work in the reproduction plants appears to be easing somewhat, at least insofar as it affects the work of this Division. During the month both plants made sincere efforts to meet our requests, and on the whole, the few delays which did occur did not materially affect our production or scheduling. However, delays were encountered in securing intermediate reproduction work which will have a future effect on our ability to meet commitments on NIS bases and Chapter I maps.

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2. The agreement reached with D/GL on the distribution and control of D/GC produced maps has been working very well. After a full month of operation the results have been extremely good in that a more efficient, realistic approach has saved an appreciable amount of time and effort in D/GC.

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3. [REDACTED], USSR Satellite Branch, who will retire 31 July, has received exceptionally fine assistance from the Office of Personnel in working out the problems connected with her disability retirement. She has been extremely pleased with their approach to her problem and the assistance provided by the Office. Comments from her coworkers on the handling of her problem have been highly commendatory of the Office of Personnel.

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4. During the month [REDACTED], both cartographic draftsmen, resigned; [REDACTED] to be married and [REDACTED] to travel in Europe for the summer.

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5. [REDACTED] a summer employee, entered on duty and was assigned to the Cartographic Laboratory.

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6. [REDACTED], University of Illinois, was cleared for entrance on duty 14 July. He will be assigned to a Compilation unit.

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7. [REDACTED], Chief of the Division, attended the Second International Cartographic Conference sponsored by the Rand McNally & Co. at Northwestern University, Illinois, June 23 to 27.

## A. SUMMARY FOR JUNE 1958

Agency	Entered	% of Total Ent'd.	No. Com- pleted	% of Total Completed	
CIA					
DD/I/CR	78	55%	81	61%	
OSI	17	12%	6	4%	
NIS	6	4%	20	15%	
ONI	3	3%	1	1%	
OCT	19	13%	14	10%	
DD/S	1	1%	1	1%	
DD/P	7	3%	4	3%	
TOTAL CIA:	131	91%	127	95%	
State	9	6%	6	4%	
State/NIS	5	3%	1	1%	
6 MONTHS SUMMARY					
Months	New Maps and Charts Ent'd.	New Maps and Charts Completed	Number of Prints	Rolls Completed	No. of Re- prints
June	145	134	56,545	21	20,360
May	151	131	55,881	17	12,929
April	102	86	125,643	8	7,712
March	101	103	36,668	29	30,770
February	70	53	19,918	10	10,613
January	64	92	25,711	15	9,662
TOTALS:	633	599	320,366	95	92,046

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C. SERVICE AND REPRODUCTION PROCESSING DURING PAST 6 MONTHS

Months	Number of Completed X-jobs	Manhours Required X-jobs	* Number of Processing Jobs	Number of Items
June	6	66	121	61,772
May	13	166	106	47,661
April	10	70	107	42,161
March	8	148	88	181,959
February	6	95	123	81,941
January	11	176	139	30,051
TOTALS:	54	721	684	445,545

\* Except for final maps and reruns

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D. MAPS AND GRAPHS COMPLETED IN PAST 6 MONTHS

Agency	January	February	March	April	May	June
CIA	76	25	81	61	118	107
CIA/NIS	9	21	17	17	11	20
State	1	1	3	2	1	6
State/NIS	1	3	1	6	1	1
Other	5	3	1	0	0	0

TOTALS:

92 53 103 86 131 134

SUMMARY OF WORK LOAD, MAPS AND CHARTS, AS OF 1 JULY 1958 - Does Not Include Service Jobs

STATUS	GC/S	GC/F	GC/E	GC/C *	GC/X	TOTALS
In Reproduction	13	5	16	17	17	68
In Proof	48	15	10	41	0	114
In Check	11	4	6	37	12	70
In Drafting	2	7	2	88	14	113
In Compilation	27	64	22	0	11	124

TOTALS:

101 95 56 183 54 489

\* Excludes jobs assigned to Drafting Section from Compilation Branches.